



STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE

13 MAY 13 A8:08

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer  
FROM: DOH/Office of Planning, Policy & Program Dev. (OPPPD)  
Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured. Matching of records provided by the Department of Health with the Hospital discharge records, flags records that match HHIC MRSA records and return the data files to DOH.
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2. Vendor/Contractor/Service Provider Name: Hawaii Health Information Corporation	3. Amount of Request: \$6,500.00
4. Term of contract (shall not exceed 12 months), if applicable: From: 5/15/2013 To: <del>7/31/2013</del> <i>5/14/14 Sam 5/21/13</i>	5. Prior SPO-001, Sole Source (SS) No.:

6. Describe in detail the following: a. The unique features, characteristics, or capabilities of the goods, service or construction. Hawaii Health Information Corporation has the only source of hospital discharge data.  b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department Discharge data are the records of what conditions were present during a hospitalization event. All Hawaii hospitals submit their discharge data to HHIC for editing, validation, and processing (submission to Federal payers). As such, HHIC data is the only source of data that can be used to validate other data sources for things that occurred while a patient is in a hospital. In this project, we will match MRSA infection data submitted to a DOH data system (SHARP) with all hospital records that list MRSA as a condition during the hospitalization event. The purpose is to determine whether hospitals are submitting complete records on MRSA infection s to DOH through the SHARP data system.
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7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

All Hawaii hospitals submit their discharge data to HHIC for editing, validation, and processing (submission to Federal payers). HHIC is the only source of cleaned, edited discharge data for Hawaii.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

There are no alternate sources of data on MRSA infections for all Hawaii hospitals.

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
James Wasa	DOCD/IMZ	808-586-8305	<a href="mailto:james.wasa@doh.hawaii.gov">james.wasa@doh.hawaii.gov</a>
Betty Wood*	OPPPD	808-586-4530	<a href="mailto:betty.wood@doh.hawaii.gov">betty.wood@doh.hawaii.gov</a>

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department.**

**I certify that the information provided is to the best of my knowledge, true and correct.**

  
Department Head Signature

  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted:

5/14/2013

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

[state.procurement.office@hawaii.gov](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

Approval is based on the department's representation that HHIC is the only organization that collects, edits and enables access to Hawaii's hospital discharge (Patient) and emergency department data. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Stanton Mato at 586-0566, or [stanton.d.mato@hawaii.gov](mailto:stanton.d.mato@hawaii.gov).

☒ Approved

☐ Disapproved

☐ No Action Required

*Stanton Mato* 5/22/2013  
Chief Procurement Officer Signature Date